



MEMORANDUM

Date: October 8, 2013

To: Rick Sierra, CPA
Assistant Chief, Office of State Audits and Evaluations
California Department of Finance

From: Department of General Services
State Administrative Manual (SAM) Unit

Subject: REVIEW OF PROPOSED SAM REVISION #423 FOR SEPTEMBER 2013

SAM section 20000 is scheduled for publication in the upcoming SAM revision package #423 for September 2013.

Please review the attached SAM pages to insure that this revision is correctly incorporated into SAM.

Indicate approval by inserting your signature below and returning this memorandum electronically no later than Friday, August 9, 2013.

If you have any questions or concerns, please contact me at 916-376-1862. Thank you for your cooperation.

Isaac Clark III
SAM Consultant
SAM Unit
Isaac.clark@dgs.ca.gov

APPROVAL SIGNATURE

DATE

Attachments: